

MD iMap Technical Committee Meeting Minutes

Place: Maryland Department of the Environment (MDE): Terra Conference Room (Baltimore, MD)
Date: 2/8/12
Time: 1:00 PM – 3:00 PM
Attendees: Rowland Agbede (MDA), Michael Bentivegna (CGIS), Ashley Buzzeo (CGIS), Kevin Coyne (DNR), Jennifer English (DHMH), Bill Fearington (DHR), Julia Fischer (DBED), Matt Folley (MDP), Jason Keppler (MDA), Barney Krucoff (GIO), Jay Morgan (Towson Univ), Phil Reese (Towson Univ), Frank Siano (MDE), Philip Stafford (Gov's Office), Wesley Taylor (DHMH) Apollo Teng (Mont Co), Jim Thomas (DHMH) and Brad Wolters (DHCD)

AGENDA:

- Introductions 1:00 – 1:10
- Online Mapping Application Contest @ TUGIS Discussion 1:10 – 1:30
- “Introducing the Geospatial Capabilities of Maryland’s new Open Data platform – Demo by Socrata 1:30 – 2:30
- Status of Executive Order – *Kenny Miller* 2:30 – 2:40
- Opening up MD iMap SDE (Issues & Schedules) – *Kenny Miller* 2:40 – 2:50
- Centralized License Manager Discussion – *Matt Folley* 2:50 – 3:00

NEW ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
Online Mapping Application Contest @ TUGIS Discussion <ul style="list-style-type: none">• Provide text of what should go into the program concerning this contest• Send to Jay Morgan: How many terminals might be needed for this contest? – 2 to 3 terminals?	Submitted: 2/8/12	GIO
TUGIS Conference MD iMap Presentation <ul style="list-style-type: none">• Get the names and titles and descriptions to Jay by early next week	Submitted: 2/8/12	Co-Chairs

ON-GOING ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
Executive Order <ul style="list-style-type: none">• Distribute updated Executive Order to Julia Fischer to distribute to Tech Comm	Submitted: 12/20/11	GIO

Central License Server	Submitted: 12/6/11	Technical Committee
<ul style="list-style-type: none"> Contact Barney Krucoff if you want to test your agencies' accessibility to CLS 		
ELA License Request Form/Website <ul style="list-style-type: none"> Website is now ready (Must have SwGi connectivity to access) (https://www.doit.state.md.us/selectsurvey/TakeSurvey.aspx?SurveyID=n4LJ5n4) Website almost ready Send out for comment Share existing form information with group 	Updated: 2/8/12; 12/20/11; 12/6/11 Submitted: 11/1/11	GIO
ELA Renewal <ul style="list-style-type: none"> Post GSA price schedule for reference 	Submitted: 11/1/11	GIO
ELA Call List <ul style="list-style-type: none"> Email updated version of call list to Tech Comm 	Submitted: 9/20/11	Co-Chairs
ELA <ul style="list-style-type: none"> Provide list of contributing agencies to MD iMap Tech Comm Provide list of contributing agencies 	Updated: 11/1/11; 8/2/11 Submitted: 7/19/11	GIO
ArcGIS 10 Migration <ul style="list-style-type: none"> AGS Migration Completed Successfully SDE Migration to occur in January 2012 Provide outline and pros/cons list to provide to Executive Committee (CGIS) Provide information about how long MD iMap will be down and plan for migration (CGIS) CGIS is testing implications of migration Further discussion is necessary concerning this topic 	Updated: 12/20/11; 6/21/11; 11/16/10 Submitted: 9/21/10	Technical Committee

Application Subcommittee:		
Description:	Date Assigned:	Follow Up By:
Stronger Maryland Together Campaign <ul style="list-style-type: none"> Write synopsis of process and see if update manual can be shared with the group Share with MD iMap group link to webpage 	Updated: 11/15/11 Submitted: 11/1/11	Michael Bentivegna
Future of Flex Programming <ul style="list-style-type: none"> Approach Steven Anderson (Axis Geospatial) about presenting his pros/cons presentation to the group 	Submitted: 11/1/11	Jim Cannistra
Application Specific Services <ul style="list-style-type: none"> Facilitate a discussion with CGIS concerning potential options for map service storage and organization 	Updated: 11/1/11 Submitted: 7/5/11	GIO
Support of StateStat Application (Capital Budget & ARRA	Submitted:	CGIS

applications) <ul style="list-style-type: none"> • Graph of hours/budget of efforts to support these applications (CGIS) • Provide an understanding of when support crosses from normal, budgeted attention to custodian of application needs to be charged extra because of rush charge, etc. (CGIS) 	6/21/11	
Application Submission Procedures <ul style="list-style-type: none"> • Update detailed procedures for application creation and update • Resend Application Submission Procedures draft to Technical Committee (Co-chairs) 	Submitted: 6/21/11	Technical Committee
License Agreement in regards to Code Sharing <ul style="list-style-type: none"> • Brian Sivak wants applications and their code to be in the public domain and freely available for sharing • Awaiting response from Kenny Miller concerning how to proceed • Check with Brian Sivak for comment concerning whether to code share through MD iMap Portal or another open source repository 	Updated: 11/1/11; 7/5/11; 6/21/11 Submitted: 6/7/11	GIO
Code Acquisition for MD iMap Portal <ul style="list-style-type: none"> • Provide updated worksheet to Kenny Miller for review, after updates have been applied (Kaushik Dutta) • Development Code Worksheet Generated (Kaushik Dutta) • Date of Launch – add this additional column and information to worksheet (Kaushik Dutta) • Work on filling in missing information (Kaushik Dutta & Kenny Miller) • Meeting to be scheduled to discuss next steps • Excel spreadsheet inventory being produced by CGIS and MES • Actively being pursued • Obtain Flex code from CGIS and MES for MD iMap-based applications 	Updated: 7/5/11; 6/7/11; 1/4/11; 12/21/10; 12/7/10; 11/16/10 Submitted: 10/19/10	Kaushik Dutta Kenny Miller
Developer Contact List <ul style="list-style-type: none"> • Submitted to Deputy GIO • List to be developed • Compile developer point of contact list 	Updated: 9/20/11; 4/5/11; 12/21/10 Submitted: 11/16/10	Application Subcommittee Kaushik Dutta
arcgis.com My Maps <ul style="list-style-type: none"> • Discussion has occurred, but final decision on hold • Need to consider how MD iMap services appears when pulled into arcgis.com and suggest potential changes • Work with the product and come to next meeting with feedback 	Updated: 9/20/11; 3/1/11 Submitted: 2/15/11	Technical Committee
Rapid Application Prototype	Updated:	Deputy GIO

<ul style="list-style-type: none"> • On hold for funding availability • Consider if arcgis.com will meet the majority of needs proposed for this effort • Proposal updates being implemented • CGIS to provide updated proposal based on comments • CGIS provided proposal for review and comment • CGIS to provide updated cost/hours estimate based on results of Q&A and discussion conducted during 10/19/10 Tech. Comm. meeting • CGIS to provide cost/hours estimate by next Tech. Comm. meeting • Obtain pricing, based on specifications of application, from CGIS and MES <p>Email has been sent out to CGIS and MES from Kenny Miller – awaiting response</p> <ul style="list-style-type: none"> • Consolidate list of requirements for a rapid application deployment option (Phase 1) • Email consolidated list of requirements to Tech. Comm. <p>List has been generated and is available for review</p>	<p>9/20/11; 2/15/11; 12/21/10; 12/7/10; 11/16/10; 10/19/10; 10/5/10; 9/7/10</p> <p>Submitted: 7/12/10</p>	<p>Application Subcommittee Technical Committee</p>
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Data & Resources Subcommittee:		
Description:	Date Assigned:	Follow Up By:
<p>REST Endpoint Service Descriptions</p> <ul style="list-style-type: none"> • Any changes that need to be made to these descriptions or legends should be submitted to Ashley Buzzeo 	<p>Submitted: 12/20/11</p>	<p>MD iMap Service Data Owners</p>
<p>ICC Corridor</p> <ul style="list-style-type: none"> • Need to talk with Transportation about obtaining this information and recache the basemap 	<p>Submitted: 12/6/11</p>	<p>Ashley Buzzeo</p>
<p>WFS-Enabled OSPREY Services</p> <ul style="list-style-type: none"> • Follow up with owners of OSPREY data to determine if layers can be WFS-enabled 	<p>Submitted: 12/6/11</p>	<p>Julia Fischer</p>
<p>Log Package Acquisition</p> <ul style="list-style-type: none"> • Provide package name and cost for next meeting 	<p>Submitted: 12/6/11</p>	<p>Michael Bentivegna</p>
<p>Loading 2011 Imagery</p> <ul style="list-style-type: none"> • Will need to verify that the visual quality of .jpgs is as good as .tiffs 	<p>Submitted: 12/6/11</p>	<p>Jim Cannistra</p>
<p>NAIP 2011 Imagery</p> <ul style="list-style-type: none"> • Check that DNR has this information to be posted on MD iMap 	<p>Submitted: 12/6/11</p>	<p>Kevin Coyne</p>
<p>GreenPrint Mapping Application</p> <ul style="list-style-type: none"> • Determine if GreenPrint version on MD iMap infrastructure can be removed 	<p>Submitted: 11/15/11</p>	<p>Kevin Coyne</p>
<p>Data Submission Policy Updates:</p> <ul style="list-style-type: none"> • Add “Update frequency, “Last updated” and “WFS-enable: Y/N” in Data Submission Policy 	<p>Submitted: 10/4/2011</p>	<p>Data and Resources Subcommittee</p>
<p>WGS Basemap from OSPREY</p>	<p>Submitted:</p>	<p>Data and</p>

<ul style="list-style-type: none"> Check to determine status of providing this basemap via MD iMap 	10/4/2011	Resources Subcommittee
SHA Basemap <ul style="list-style-type: none"> MXD being generated, cache to follow Obtain information from SHA, recache and add as map service to MD iMap 	Updated: 12/6/11 Submitted: 10/4/2011	Ashley Buzzeo
GIS/Archives Appraisal Questions <ul style="list-style-type: none"> Distribute survey to as many municipal, county and state agencies, as possible, for potential participation 	Submitted: 7/5/11	Technical Committee
Feedback/Requests concerning MD iMap <ul style="list-style-type: none"> Check for hillshade, which can be added as map service, @ MDP Add Hillshade Service: Inquire at DNR if they have a hillshade available Add Map/Parcel ID Look-Up: Follow up with requestor (Jason Zhao – MDE) to clarify request 	Updated: 10/4/2011 Submitted: 6/7/11	Jim Cannistra
“Political Boundaries” Map Service <ul style="list-style-type: none"> MXD and data submitted by Cindy Powell at DNR MXD modified in May 2011 Review the “Political Boundaries” map service, determine the source and last update date 	Updated: 10/4/11 Submitted: 6/7/11	Ashley Buzzeo Brad Wolters
Eastern Shore Imagery Assimilation <ul style="list-style-type: none"> Draft email, Portal post and tweet for notifying of these changes Eastern Shore imagery is now on production server Rename “NAIP” service to “Composite” service Completed Tweets and email message of new imagery release Provide draft write up of details and FAQs (Jim Cannistra) Add new “Composite” imagery service now and phase out “NAIP” service (CGIS) Completed Check server space available versus need Working w/DNR & CSSC Cost estimate for additional storage space for new imagery Working w/DNR & CSSC 	Updated: 10/4/11; 6/21/11; 4/5/11 Submitted: 3/15/11	Ashley Buzzeo Jim Cannistra
Point of Interest/Place Name Geocoder <ul style="list-style-type: none"> Ashley Buzzeo will work with Brad Wolters to determine if this composite geocoder will meet these additional search criteria needs 	Submitted: 1/18/11	Ashley Buzzeo Brad Wolters
WFS Services <ul style="list-style-type: none"> Top 10 list to be assembled during next Data & Resources Subcommittee meeting List of enable services, email to group 	Updated: 4/5/11 Submitted: 3/15/11	Ashley Buzzeo Data & Resources Subcommittee
Web Mercator Data Service Projection <ul style="list-style-type: none"> Per MES, EMMA replacement will use Web Mercator projection Assess costs in labor and storage for creation of MD iMap data 	Updated: 10/4/11; 4/5/11	CGIS

services (except imagery) in Web Mercator projection – Will determine with DNR & CSSC (lots of variables: migration to 10, etc.)	Submitted: 1/4/11	
<p>Metadata Services</p> <ul style="list-style-type: none"> • Forward electronic list to group • Updated list to be provided by Friday, 1/7/2011 • Updated list to be provided at 1/4/2011 meeting • Remaining “offenders” actively being pursued • Resend email to “offenders” to complete metadata • Email resent and follow-up by Kenny Miller to occur • MDP has provided metadata for all their services on MD iMap • Follow-up concerning how to obtain the missing metadata for services currently being hosted on MD iMap • Email sent to Kenny • Agency leads from Tech. Comm. to make progress <ul style="list-style-type: none"> ○ Direct contact of data owners • A listing of services for which metadata is needed was provided. It was discussed that some metadata may not be available from the data producers. This is especially true for parcel data. Metadata at the service level will be written by MDP for parcel data to go along with the MD iMap refresh process 	<p>Updated: 1/18/11; 1/4/11; 12/21/10; 10/5/10; 8/3/10; 7/12/10; 6/22/10; 5/18/10</p> <p>Submitted: 4/20/10</p>	Data & Resources Subcommittee Co-chairs
<p>Basemap Template Upgrade/Gazetteer Service Update</p> <ul style="list-style-type: none"> • Review and provide feedback to Ashley Buzzeo (Technical Committee) • Provide hours concerning clean-up, update and reaching of this layer (Ashley Buzzeo) • Submit additional comments for updates to Ashley Buzzeo • Obtain most up-to-date county boundary from SHA • Add state and county boundaries and Interstate and US Highways for all states adjacent to Maryland and NJ • Comments for changes should be sent to Ashley Buzzeo • Meeting to be scheduled to discuss next steps • Upgrade basemap using Esri template 	<p>Updated: 6/7/11; 4/5/11; 1/4/11; 12/21/10</p> <p>Submitted: 10/19/10</p>	CGIS Data & Resources Subcommittee Technical Committee
<p>Google Urchin</p> <ul style="list-style-type: none"> • Add to next agenda – What should be shared on Portal? How to share archival stats? • CCBC has not been able to incorporate this into their workflow as planned – New plan needed • CCBC has updated through March 2011 and will post on portal • CCBC updating stats and will be posted to portal shortly • Check with Lisa Lowe to make sure she is able to handle additional questions that might come through the contact links from the Portal page (Tech Comm Co Chairs) 	<p>Updated: 12/6/11; 10/4/11; 4/5/11; 3/1/11; 12/7/10; 11/16/10; 10/5/10; 9/21/10</p> <p>Submitted:</p>	GIO CGIS Technical Committee

<ul style="list-style-type: none"> • Contact Ashley Buzzeo, Scott Jeffrey or Brad Davis with additional comments and clarifications needed to be included in the reports, so they are understandable to those viewing reports from the Portal (Tech Comm) • Manual has been generated for extracting web analytics from Google Urchin • Manual submitted for review by Technical Committee • Actively working on clarifying categories to be included on report • Provide categories to be included in statistical output report • Categories have been provided to CGIS by GIO • Meeting to address scheduled for 9/22/10 at CGIS 	9/7/10	
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Education & Outreach Subcommittee:		
Description:	Date Assigned:	Follow Up By:
mdimap.us Marketing <ul style="list-style-type: none"> • Coordinate with Ashley Buzzeo and Lisa Lowe to get these various communications completed 	Submitted: 12/6/11	Julia Fischer
Twitter/Communication Plan <ul style="list-style-type: none"> • List of every CIO for inclusion on email alerts 	Submitted: 11/15/11	GIO
Ramona <ul style="list-style-type: none"> • Intern hired – will provide in next few months • Send out available stats .pdf for review • Check with IT person for Ramona to get MD stats 	Updated: 10/4/11; 4/5/11; 3/15/11 Submitted: 3/1/11	Ashley Buzzeo
<ul style="list-style-type: none"> • Link to Merlin needs to be added to MD iMap Portal webpage 	Submitted: 12/21/10	Lisa Lowe
<ul style="list-style-type: none"> • Discuss with Broadband Team concerning functionality and code availability • Discuss adding a feedback button to MD iMap Portal webpage 	Updated: 10/4/2011 Submitted: 12/21/10	Outreach Subcommittee Lisa Lowe
<ul style="list-style-type: none"> • Recruit participants • Obtain feedback concerning how to improve upon current outreach strategies • Email potential new members directly 	Updated: 5/18/10; 4/20/10 Submitted: 3/16/10	Outreach Subcommittee
<ul style="list-style-type: none"> • Proactive Marketing of MD iMap 	Submitted: 9/21/10	Outreach Subcommittee

Security Subcommittee:

Description:	Date Assigned:	Follow Up By:
Charter <ul style="list-style-type: none"> Generate a charter 	Submitted: 12/7/10	Security Subcommittee
Security Model <ul style="list-style-type: none"> On hold for funding availability Provide a copy of MD iMap Security Presentation to Brian Sivak (Jim Cannistra) Price quotes from proposal submission to be updated Additional documentation needed to address: <ul style="list-style-type: none"> Cost of Delay Justification of security (limitations, efficiencies) Needs Assessment to determine groups and definitions Schedule meeting for Friday, October 22, 2010 to formalize document and format presentation for October 27, 2010 Exec. Comm. meeting Generate detailed document and presentation for October 27, 2010 Exec. Comm. meeting Document for presentation to Exec. Comm. at Oct. meeting Demo accompanying document to Exec. Comm. at Oct. meeting In progress, to be submitted by next Tech. Comm. meeting (10/5/10) 	Updated: 6/7/11; 3/1/11; 10/27/10; 10/19/10; 9/21/10 Submitted: 8/3/10	Security Subcommittee

COMPLETED ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
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Introductions:

Round-the-room

Online Mapping Application Contest @ TUGIS Discussion

- Prompt MD iMap map services
- Provide criteria and judges for the contest
 - Must consume some MD iMap services for the contest – 1 criteria
- TUGIS would advertise and hold contest
- Determine prize potential

Questions: How do you share these during the conference? How to judge?

- Page on the TUGIS website to link any applications that people might submit
 - Next week preliminary program will go out and an announcement can be included
- Action Item:** Provide text of what should go into the program concerning this contest – Barney Krucoff
 - Setting computers up – through Tech Services that provide computers for sessions – should be able to setup some computers in the map competition area
 - On website, map design specifications for manual mapping contest
 - Perhaps request some entrants from professional level, perhaps other is the second category

- This would be in addition to the already existing cartographic/hard copy competition

Action Item: Send to Jay: How many terminals might be needed for this contest? – 2 to 3 terminals? – Barney Krucoff

- If we get more entrants than terminals, setup an index to allow the applications to be searched
- Do not release the applications prior to start of the conference
- Voting done on the existing voting cards which are the same as the ones for the hard copy map contest
- TUGIS Conference
 - Still need additional presentations, if people are still interested in submitting
 - Jay will be involved until retirement from Towson University
 - Goal is to get updated Executive Order signed by the Governor at the conference
 - Hoping to be the headline from the GIO Office and MD iMap

Action Item: Sessions: Get the names and titles and descriptions to Jay by early next week – Julia Fischer

- Order and establishment of GIO Office
- Numbers Board – Kenny Miller and Jim Cannistra
- Technical Workshop w/more information about what the Technical cOMmittee has been doing
- Some suggested entrants:
 - MDP Census Applications
 - DBED MDbizMap
 - SHA Mobile Trucks
 - More?
 - Don't have to be brand new for this year

Question: Should someone sit next to the mapping applications to help instruct how to use?

- Can the MSGIC booth have terminals for showing these mapping applications?
- Session: How to use the mapping applications in the mapping application contest.
 - Judges would have to come to session
 - Have a live demo with a PowerPoint backup, in case the live demo doesn't work
 - Provide entrants with time slots to show if they want or not want
- Winner? – free registration for the next conference for both levels of competition
 - Submitters will need to be registered for this conference
 - If the entrant is an agenda, 1 of the their employees must be registered
 - Promote the winner and all of the mapping applications on the MD iMap Portal

“Introducing the Geospatial Capabilities of Maryland’s new Open Data platform” – Demo by Socrata

Status of Executive Order – Barney Krucoff

- Legal review with Governor’s Office
- Goal to get signed at TUGIS Cnfernce and unveil it at the same time
- Weren’t significant changes after Exec COmm saw it

- MDOT Transportation GIS will present there, if you want to get a more detailed briefing (Friday, 1 – 3p.m. at MDOT)
- Sets of two groups of 5 (1 local/regional employees or legislative officials, other 1 academic and private sector)
 - Talks about nominations – will need to figure out the nomination process
 - Already getting interest from people about how to get nominated, etc.

Opening up MD iMap SDE (Issues & Schedules) – Barney Krucoff

- Initial call with CGIS who is now connecting with SwGI
- Goal: read only accessibility to get SDE through SwGi
- Data to add will need to be added in the old fashioned way, send to CGIS and get them to upload it for us
- Open up the back of SDE – open to SwGi only
 - This would allow information to be controlled in a private/secure environment, such as third party, licensed data (semi-secured) – often enough to satisfy a license agreement
- Any dataset that has been sent to CGIS is most likely on SDE already
 - Double check with those who don't want a feature service created of the map service
 - MDPV is one of the features that aren't allowed to come out – sales based
 - Some other datasets might also be requested from being exposed
- Issue about hosting services through SDE
 - Many ways to meet the ways of opening SDE (clip, zip and ship) for downloading data
 - Clip, zip and ship is primarily for the public
 - Want to connect to SDE so that the data is more current when downloaded
 - SwGi would need to be in place before moving forward with downloadable details
 - Gives access to staging database and not production database, would allow for some protection of the database
 - A lot needs to be tested and worked out to determine the best way to go about this
 - Some of the connection times across intranet or from different domains would need to be tested and can be slow
- First firewall change for allowing access to primary and secondary license managers
 - Will need to open up additional ports for the SDE, which will need to be reconfigured by DoIT Network Staff
- Fee back to Network Maryland to connect to SwGi
 - Cost should drop over time

Centralized License Manager Discussion – Matt Folley

- Able to connect through DoIT
- Allowed to take out extension licenses (borrowing function), when you try to return it you were having issues
 - Seems to have fixed this with the latest service pack (Esri software) for some, but still not coming up with answers to resolve at MDP
 - Fix was successful at DNR (made sure Windows was also up-to-date)
 - Additional fix suggestions send to Matt Folley – MDP is “test case” for CLM
 - ISO file that can be linked to from ELA site and can start running desktop (v 10.0)

- Have to loop through and get service packs from Esri
 - Need to update instructions and have a link to get to latest service pack
- Borrowing allows the license to be brought off network or onto the local network for lengthier usage
- Extensions can be used without borrowing them
- DoIT list first and then internal second
 - If first stops working, flips to MDP second
 - CLM is also backed up within the system
- How are those handled when someone opens ArcGIS and goes home?
 - Not doing anything to do that right now
 - Can have the ability to kick people off, but don't have that level of integration at the centralized location (DoIT) at this time